

Willow Green Townhomes
Board Meeting
October 27, 2022

MINUTES

The meeting was called to order at 6:40 pm.

Board members present: Lauren Wilson, Emily Barnak and Martin Thiele, plus Lolly Gardiner as an alternate.

Helen Cartwright represented Creekside Community Association Management. A quorum is present.

Approval of Minutes:

Lauren moved to approve the minutes of the May 18, 2022 meeting. Martin seconded the motion, which passed unanimously.

Financial Statements:

At the end of September 2022 there is \$2,644.78 in the operating account and \$238,801.70 in the reserve saving account.

Utilities and administration expenses are within budget, but we have overages in repairs and maintenance for snow removal, tree care and grounds maintenance. Some of these are seasonal expenses, but we will probably end the year over budget. We are behind in making transfers to the reserves account because of these additional operating expenses.

Old Business:

Covenant Updates: Martin has had the documents notarized and they will be recorded with the County Clerk & Recorder. Going forward, the board would also like to make more changes to the covenants to clarify maintenance responsibility between owners and the association, in particular around windows and sewer back ups.

Garden updates: The property entrance area has been updated and looks nice. We will install some signage asking dog owners to not use this area as a bathroom.

Tree Trimming: Arbor Vital has completed the trimming that was approved at the last meeting. Natural Cuts treated the ash for EAB and the black walnut for 1000 canker. Infinity Outdoors removed the aspen at 3310 and the branch blocking the front porch at 3315. They still have some other trimming to complete, which has been reviewed with Martin.

Clubhouse patio door: The patio door at the clubhouse has been repaired.

New Business

Snow Removal: The proposal from Flying Colors was approved by email.

Locking Mailboxes: The board thinks that locking mailboxes would be a benefit to the community, but this may not be a financial priority at this time. We will consult with owners at the Annual Meeting in December.

Parking Bay Painting: Emily moved to approve the bid from Front Range Asphalt to repaint the parking bay markings. Lauren seconded the motion, which passed unanimously. Helen will schedule this with the contractor for next year.

ACC Applications: The applications from 3310 to install a keyless lock, a gate on the back deck and to have a dumpster in the assigned parking space were approved. The owner has been requested to provide more specific information on their proposed AC and awning over the back deck. Both of these would need a maintenance agreement.

2023 Budget: Insurance premiums increased at the renewal and other operating costs will be going up so we will need to increase the dues so that reserve contributions can be maintained. Emily moved to increase the dues from \$285 to \$310 / month. Lauren seconded the motion, which passed unanimously.

Other Business

Decks & porches: Martin has been researching alternative railing materials as there are issues with the current construction. He has found three suppliers for metal railings. There are two options for post size and two different cap styles. Martin will aim to get sample materials by mid November so that we can get sample porches constructed in advance of the annual meeting, when we can get input from homeowners to help with decision making.

Dumpster sheds: We will get bids from Bill Johnston and Erik Ongena to rebuild the two old dumpster sheds. Helen will contact Western Disposal to ask them to keep the lids open on the trash dumpsters in the west shed so that both can be used.

Annual Meeting Date:

The annual meeting will be on Wednesday December 14 at 6:30 pm.

The meeting adjourned at 8:55 pm